

AGENDA
MAIN FACS Agency Security Administrators User Group
Wednesday – August 23, 2006
Romney Building – 1st Floor – Michigan Room
1:30 p.m. – 3:30 p.m.

1. Introductions

2. Business Objects Update (Art Lower)

3. Security Administration

- Incompatible/Undesirable/Illogical R*STARS Security
 - Overview of Determination Process
 - Identifying and Monitoring User Class Assignments
 - Required Documentation
 - Future Security Request Processing
- ADPICS Incompatible Security
 - Required Documentation
 - Future Security Request Processing
- Approving and Releasing Transactions in R*STARS
 - Creating New User Class for Approving and Releasing
 - Limiting Users Assigned to UC90 (Chief Accountant)
- Access to Payment/Payee Screen
 - May Remove UC15's Access to the Following Screens
 - May Include Access to Following Screens on New Restricted User Class

44	Single Payment Inquiry
47A	Warrant Status Maintenance
47B	EFT Status Inquiry
47D	Payment Status Maintenance History
47E	EFT Event Request
47G	EFT Event Details
47H	EFT Transaction Detail Inquiry
47J	EFT Payment Amount Inquiry
84	Accounting Event Record
85	Vendor Transaction Inquiry
86	Document Transaction Inquiry

3. Security Administration (cont'd)

- Financial Management Guide's Security Part
 - Security Administration
 - RACF Security
 - ADPICS Security
 - R*STARS Security
 - Contract & Payment Express Security
 - RMDS Security
 - Business Objects Security
 - DCDS Security
 - MAP Security
 - HRMN Security

4. Security Monitoring and Tools

- Security Frameworks
 - FY07 Frameworks Due by 9/30
 - Security Request Compliance
 - Implementation of New and Revised Schedules for FY08
- Verification of Statewide Access
- User Classes 48 and 49 / Transaction Codes 290 and 295
 - Overview of Request Process and Intended Use
 - Summary of Approved Uses and Limits
 - Monitoring Tools

5. Next Meeting Date

6. Comments/Questions

MAIN FACS Agency Security Administrators User Group
Meeting Notes
August 23, 2006

Attendees

Lorie Blundy	Lynda Landrum	Joyce Savage
Deb Braun	Art Lower	Steve Schneider
Marilyn Carey	Uday Malavia	Smruti Shah
Carl Dendrinis	Mark Moeller	Dennis
Strzalkowski		
Jim Edwards	Peggy Murphy	Mark Stypinski
Nan Gordon	Shelley Pelfery	James Thelen
Kyle Huhn	Bidhan Redey	Cheri Thompson
Cathy Hunter	Sharon Roman	Ellie Wehrwein
Joel Kapko	Kim Root	Bryan Weiler
Tim Kubu	Richard Ruelle	

Introductions

Bryan Weiler was introduced as the new manager of OFM's Support Services Division's Security Management and Audit Analysis Section.

Business Objects Update

Art Lower passed out a handout that related MIDB roles to Business Objects roles and security levels. He also gave an update on the Security Universe and upcoming workgroup sessions. To help prioritize what scripts are needed in Business Objects, a listing of the canned security scripts that currently exist in Clear Access will be sent to the agency security administrators. We'd like you to review the listing and indicate which are needed or not needed in Business Objects.

Security Administration

Revised R*STARS Incompatible, Undesirable & Illogical User Classes

The revised listing of incompatible, undesirable and illogical user classes in R*STARS was passed out. Although this listing has not been formally approved, OFM doesn't envision this listing would change substantively prior to implementation. Once this listing is formally approved and implemented, OFM will request agency security administrators to submit new incompatible memos for all users who have any of the revised incompatible user class combinations assigned. OFM will also post revised scripts that identify users with the new incompatible or undesirable user class combinations. Future security requests for incompatible user class combinations will only be processed if an incompatible memo

accompanies them. No documentation is required for undesirable or illogical user classes.

ADPICS Incompatible Security

As with R*STARS, all ADPICS security requests for incompatible user classes must include an compatible memo before they will be processed.

Approving and Releasing Transactions in R*STARS

OFM is looking into either revising existing user classes or creating a new one that would allow users to only approve and release transactions in order to strengthen internal controls.

Access to Payment/Payee Screen

OFM is looking into removing access to the following screens from User Class 15 and including access to these screens on a new user class. The new user class would be reserved for those users who need to view payment/payee information. OFM is also looking into removing the page forward (F5) key from applicable screens below to further restrict access to the payment/payee information.

44	Single Payment Inquiry
47A	Warrant Status Maintenance
47B	EFT Status Inquiry
47D	Payment Status Maintenance History
47E	EFT Event Request
47G	EFT Event Details
47H	EFT Transaction Detail Inquiry
47J	EFT Payment Amount Inquiry
84	Accounting Event Record
85	Vendor Transaction Inquiry
86	Document Transaction Inquiry

Financial Management Guide

OFM has written chapters on the following topics to be included in their Financial Management Guide's Security Part. The chapters are currently being reviewed by management and will be posted soon.

- Security Administration
- RACF Security
- ADPICS Security
- R*STARS Security
- Contract & Payment Express Security
- RMDS Security
- Business Objects Security
- DCDS Security
- MAP Security

- HRMN Security

Security Monitoring and Tools

Security Frameworks

FY07 Security Frameworks for **all** agencies (including legislative and judicial) are due by September 30, 2006. Security requests that do not comply with current or future approved security frameworks on file with OFM will not be processed. Additional and/or modified schedules may be required for FY08.

Verification of Statewide MIDB Access

The verification reports relating to Statewide MIDB access to R*STARS and ADPICS data will be sent out soon to agency security administrators to distribute to their users.

User Classes 48 and 49 / Transaction Codes 290 and 295

Information was handed out to applicable departments that summarized the types of transactions that OFM and Treasury show the departments have been approved to use with User Classes 48 and 49. This information showed limits on the overall transaction as well as dollar limits relating to Treasury offset and 1099 reporting. Approval to use User Classes 48 and 49 must come from Treasury and OFM and is not a blanket approval to process any type of transaction. Only those specific types of transactions/payments that have been approved for each department should be processed with User Classes 48 and 49.